

CRITERIA FOR THE 2nd ROUND OF THE INDIANA SHOVEL READY PROGRAM

Applicant must meet all requirements to apply for Shovel Ready certification.

Requirement	Standard to Be Met	Documentation Needed	Yes	No
Community Support , Page 7	Letters of Support	Executive-Level Local Government Official Support	<input type="checkbox"/>	<input type="checkbox"/>
Site Ownership/Control , Page 9	Clear title or development option	Title Deed, option agreement	<input type="checkbox"/>	<input type="checkbox"/>
Maps , Page 10	Identification of Boundaries (State & Local Roads)	1. USGS Map (Topographical) 2. Site Map – showing lot layout 3. Arial Map 4. ALTA Map (if available)	<input type="checkbox"/>	<input type="checkbox"/>
Environmental Assessment of Property , Page 14	Phase I Environmental study performed by a certified professional within 6 months	Phase I Report and supporting information bases on 1527—00 or 1527-05	<input type="checkbox"/>	<input type="checkbox"/>
Waters of the State , Page 14	Wetland delineation demonstrating that impacts to waters of the state will be avoided or mitigation plan has be approved by IDEM.	Water delineation performed by a certified professional and verified by the US Army Corps of Engineers. Refer to Wetlands fact sheet.	<input type="checkbox"/>	<input type="checkbox"/>
Water and Wastewater , Page 16	To property line or demonstrate the ability to construct and pay for the infrastructure up to property line. Capacity clearly identified.	Service Provider's Formal Specification/Letter	<input type="checkbox"/>	<input type="checkbox"/>
Transportation Infrastructure , Page 15	Define capacity of current infrastructure and plans for infrastructure improvements.	Local Street Map showing permissible access points and primary routes. If applicale, plans showing infrastructure improvements.	<input type="checkbox"/>	<input type="checkbox"/>
Electric Service , Page 17	To property line or demonstrate the ability to construct and pay for the infrastructure up to property line. Capacity clearly identified.	Service Provider's Formal Specification/Letter	<input type="checkbox"/>	<input type="checkbox"/>
Natural Gas , Page 17	To property line or demonstrate the ability to pay for the infrastructure up to property line & Capacity clearly identified.	Service Provider's Formal Specification/Letter	<input type="checkbox"/>	<input type="checkbox"/>
High Speed Communications Infrastructure , Page 16	To property line or demonstrate the ability to construct and pay for the infrastructure up to property line. Capacity clearly identified.	Service Provider's Formal Specification/Letter	<input type="checkbox"/>	<input type="checkbox"/>

STOP: Please ensure that all criteria listed above are met before continuing to the Shovel Ready Application.

2nd Round Applications avialable: 10/16/06

2nd Round Application deadline: 12/16/06

Indiana Department of Environmental Management

Wetlands Fact Sheet

- The state and federal agencies share the goal of no net loss of wetland area or function.
- Identifying wetlands and other waters of the state on a piece of property begins with a delineation conducted by a trained professional who follows the procedures detailed in the 1987 Army Corps of Engineers Wetland Delineation Manual. (<http://el.erdc.usace.army.mil/wetlands/pdfs/wlman87.pdf>)
- The U.S. Army Corps of Engineers has posted a list of consultants providing wetland services on their website at <http://www.lrl.usace.army.mil/orf/> (Click on Information on the right hand side of the page and then select "Consultant List"). Please use caution when selecting a consultant as there is no licensure or certification process to guarantee that providers of these services are qualified. IDEM does not endorse the accuracy, or quality of the USACE list or the qualifications of the firms and individuals listed there. This may not be a comprehensive list.
- The National Wetlands Inventory (NWI) maps found at www.nwi.fws.gov are a useful resource for preliminary planning purposes. If the NWI depicts a wetland on or near the site, then it is highly likely that a wetland is present on the site. However, the NWI was never intended to depict jurisdiction for regulatory purposes, the definition of wetland for NWI differs from that of the regulatory definition, some wetlands were not mapped because of both political and technological considerations/limitations, and the maps are approximately 30 years old. For these reasons the absence of wetlands as depicted on the NWI should NOT be interpreted to mean that wetlands are not present on the property.
- For a wetland delineation to be valid, the appropriate district of the U.S. Army Corps of Engineers must verify the delineation. Wetland delineations verified by the U.S. Army Corps of Engineers are valid for five years.
- The U.S. Army Corps of Engineers will need 30-60 days to review the wetlands delineation to determine: a) if the area(s) are regulated under the Federal Clean Water Act, and b) if the area(s) are regulated under the Federal Clean Water Act, then verify the extent and location of these areas. If the USACE determines that a wetland is not regulated under the Federal Clean Water Act, then it is, by definition, isolated. The USACE may decline to verify the delineation of isolated wetlands. In these cases IDEM will review the delineation. Isolated wetlands are subject to regulation under the State Regulated Wetland Program, a similar permitting program administered by IDEM separate for the USACE.
- No permit is required if a project can be designed and sited in such a way as to avoid wetlands, streams, and lakes.
- If a project needs an Individual Section 404 Permit from the U.S. Army Corps of Engineers, then plan on a minimum of six months from the submittal of a complete application for permit processing, review, and final agency decisions.
- If the project needs an Individual Section 401 Water Quality Certification or an Individual Isolated Wetland Permit from IDEM, then plan on 120 days from the receipt of a complete application for processing, review, and a final agency decision.
- If you believe the project qualifies for the Regional General Permit or for an Isolated General Permit from IDEM, then allow 30-days from the receipt of a complete notification form for IDEM to determine if the project falls within the scope of these general permits.

- IDEM and the U.S. Army Corps of Engineers conduct their reviews concurrently, however the USACE cannot issue their federal permit until IDEM has issued the State Water Quality Certification, and IDEM cannot begin their review until the USACE determines the extent of federal jurisdiction and the type of permit.
- Changes in the proposed project often require additional time for review.
- Mitigation is required for impacts to wetlands and streams. Mitigation includes avoidance, minimization and replacement in that order. Be prepared to describe why these proposed impacts are necessary, be sure to evaluate other alternatives, demonstrate how you have minimized the proposed impacts and be prepared to replace the lost resource through the creation or restoration of wetland or stream.
- Contact information for U.S. Army Corps of Engineers offices:

Louisville District- Louisville, KY office

- Amy Sharp, Outreach Coordinator 502-315-6861
- Doug Shelton, 404 Permit Supervisor 502-315-6678

Louisville District- Indianapolis, IN office

- Max Hagan, 404 Permit Supervisor 317-532-4198
- Tim Smith, 404 Permit Writer 317-532-4227
- Deb Snyder, 404 Permit Writer 317-532-4197

Detroit District- South Bend, IN office

- John Ritchey, 404 Permit Writer 574-232-1952

Detroit District- Detroit, MI office

- John Konik, 404 Permit Supervisor 313-226-2432
- Charlie Simon, 404 Permit Supervisor 313-226-6828

<http://www.lrl.usace.army.mil/orf/listnotices.asp?state=IN>

Louisville District

<http://www.lre.usace.army.mil/>

Detroit District

<http://www.lrc.usace.army.mil/>

Chicago District

Indiana Department of Natural Resources, Division of Water

Instructions for Requesting Regulatory and Floodplain Information for Shovel-Ready Projects

- 1) IDNR, Division of Water will provide assistance in determining whether permits will be required from the Department of Natural Resources for construction activity along or in a waterway.
- 2) To request regulatory information for a tract of land, follow the steps below:
 - a) Complete the attached [Request for Floodplain Analysis and Regulatory Assessment, State Form 50356 \(R/7-02\)](http://www.in.gov/icpr/webfile/formsdiv/50356.pdf). The form is also available on [Division of Water webpage http://www.in.gov/icpr/webfile/formsdiv/50356.pdf](http://www.in.gov/icpr/webfile/formsdiv/50356.pdf)
 - b) Indicate on the form that the request is for a Shovel-Ready project. Shovel-Ready projects will be expedited if that information is noted on the submittal
 - c) Include a site location map such as USGS topographic quadrangle map, local area map, federal flood insurance rate map, etc.
 - d) Include a copy of plat survey map of the tract of land, legal description, and/or mortgage survey of the site
 - e) Fax or mail the above information to:

FAX # 317-233-4579

Mailing Address:

Indiana Department of Natural Resources
Division of Water
Technical Services Section
402 W. Washington Street, Room W264
Indianapolis, IN 46204-2641

The above address may also be used to obtain additional floodplain information such floodplain and floodway limits, 100-year frequency flood elevations, flood insurance information, drainage areas, and 100-year design flows is available through the Division of Water at no charge.

For further assistance on information about our services, please call toll free 1-877-928-3755 or 1-317-232-4160.

Indiana Department of Transportation

Approval is subject to the applicant receiving a letter from the appropriate INDOT District office summarizing the condition of the site. The INDOT District staff and a member of the FASTeam will conduct a site visit for applications that meet the criteria for Shovel Ready certification. The INDOT may request a traffic impact study, dependent on the existing infrastructure and the industry profile selected for the site.

District INDOT Contact People

1)	Mike Yamin	Crawfordsville District	765-361-5224
2)	Victor Trowbridge	Ft. Wayen District	260-969-8254
3)	John McFadden	LaPorte District	219-325-7526
4)	Travis Mankin	Seymour District	812-524-3725
5)	Randy Archer	Vincennes District	812-895-7383
6)	Jack Kimmerling	Greenfield District	317-467-3492

FASTeam INDOT Point of Contact: Dwane Myers 317-467-3465

<http://www.in.gov/dot/div/traffic/districts/index.html>

Brownfields Fact Sheet

- Indiana defines a brownfield as a parcel of real estate that is abandoned, inactive, or underutilized on which redevelopment is complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. Examples of brownfields include gas stations, manufacturing facilities, dry cleaners, landfills, schools, and railyards.
- The Indiana Brownfields Program provides technical, legal, financial, and educational assistance to stakeholders involved with brownfields redevelopment. More information about the Indiana Brownfields Program is available at <http://www.brownfields.in.gov>.
- The three stages of brownfields redevelopment are: Planning/Investigation, Remediation, and Redevelopment.
 - **Planning/Investigation:** create redevelopment/end use plan, identify available resources, conduct appropriate site assessments (Phase I and Phase II Environmental Site Assessments)
 - **Remediation (when appropriate):** consider cleanup criteria for planned end use and develop a corrective action plan, consider use of institutional controls
 - **Redevelopment**
- For more information about the Indiana Brownfields Program or to discuss a potential redevelopment project, please contact Michele Oertel, EPA Liasion/Outreach Coordinator, at (317) 234-0234 or by email at moertel@ifa.in.gov.

APPLICATION FOR THE 2nd ROUND OF THE INDIANA SHOVEL READY PROGRAM

SUBMIT COMPLETED APPLICATIONS TO: Indiana Economic Development Corporation, One North Capitol, Suite 700, Indianapolis 46204

Attention: Brad Moore

Phone: 317-233-6796, Fax: 317-232-4146

www.iedc.in.gov and www.in.gov/iedc/shovel/index.html

Please Note:

SEE **APPENDIX I** FOR ACRONYMS, GLOSSARY, ETC.

- ! For your site to be fully reviewed and certified, you must answer ALL questions that apply and furnish sufficient, formal substantiation, unless described as 'optional'.
- ! Provide **four complete identical versions of this application** (one copy with signed originals) and associated information in 3-ring notebooks, using dividers with 'lettered' Tabs (A, B, etc.) as indicated below under documentary direction for each set of materials. Also, provide one **CD-ROM version** of the completed application.
- ! If something is too bulky for notebook tab, enclose or furnish five complete copies separately and include an executive summary and relevant findings in tab.
- ! ALL MAPS need to show—(a) scale, (b) directional arrow for north, (c) clear, exact outline or shading for the area(s) in question, and (d) dates. The same maps may be used for different sections as long as all relevant information is included in the proper section.
- ! ALL AERIAL PHOTOS should be no more than three years old and to reasonable scale and clarity to identify buildings, drainage characteristics, and roadway configuration such as lane widths, including auxiliary lanes. May be in Orthophotographic perspective (preferred)

****** We have provided a schedule in Appendix IX, that summarizes all necessary tab information and requests cost information for those items.

DEPT. USE ONLY: APPLICATION RECEIVED: _____ SCORE: _____ RECOMMENDATION: _____

IDENTIFICATION OF APPLICANT AND SITE PROPOSED FOR CERTIFICATION

CHECK ALL THAT APPLY		REQUIRED DOCUMENTATION	
	WHERE/SOURCE	WHAT	NOTEBOOK TAB
[1] OFFICIAL SUPPORT OF LOCAL COMMUNITY:			
<input type="checkbox"/> *	Local government has issued letter of support for any development consistent with selected industry profile(s)	City, Town or County Official Attach original letter from Elected Official ¹ or Executive. Include list of supporting local organizations with contact information ² . *NOTE: IF BOX IS NOT CHECKED, PLEASE STOP APPLICATION PROCESS.	A
<input type="checkbox"/>	The Economic or Community Development Potential for Site is described in Tab A	Applicant Please focus on one or more of the following (limit 2 pages): Marketability of site, long term plans for property, potential project success based on formal contracts or designated funds, impact project will have on economic development plans of community relating to potential increase to taxes, job creation and investment in project property, county average wage information, rail access, other	A

¹ Elected official or Executive is defined as a Mayor, County Commissioner or Town Council President.

² Examples of supporting documents would include letters from planning commissions, zoning commissions, Local Economic Development Commission, surrounding business owners, etc.

[2] PRIMARY APPLICANT:

Check each that applies —

☐ Local economic development organization (private/nonprofit)

☐ City, Town or county in whose jurisdiction site is located

NAME			TITLE
ORGANIZATION			
STREET ADDRESS			
CITY	STATE	ZIP	FAX NUMBER
TELEPHONE NUMBER(s)		EMAIL	

[3] CONTACT PERSON AND MAILING ADDRESS (IF DIFFERENT FROM [2] ABOVE):

NAME			
ORGANIZATION			
MAILING ADDRESS			
CITY	STATE	ZIP	FAX NUMBER
TELEPHONE NUMBER(s)		EMAIL	

[4] Co-APPLICANT:

Check each that applies —

☐ Legal owner of record

☐ Licensed broker with listing agreement *

☐ Other *

☐ Authorized representative of owner*

☐ Site developer with contract to buy/lease property*

* Include Evidence (for example signed letter, copy of agreement) in Tab-A

A

NAME			TITLE
ORGANIZATION			
STREET ADDRESS			
CITY	STATE	ZIP	FAX NUMBER
TELEPHONE NUMBER(s)		EMAIL	

[5] DECLARATION BY APPLICANT:

I have examined this form and all accompanying materials, and to the best of my knowledge, the information provided herein are true, correct and complete. I will notify the IEDC in writing of any errors or changes and will clarify, amend or supplement any information as requested by the department. I understand that certification of my site depends on the fact that the information provided in this application is accurate, true and correct, and that such certification (if granted) is not indefinite and information will need to stay current with the State Site and Building Database. In submitting this application, I do voluntarily participate in a program for the sole purpose of conveying reasonable confidence to prospective business investors about the quality and state of preparation of specific locations in this state for development and usage, and that determinations regarding certification by the State of Indiana are made at its sole discretion, are not appeal able, and do not imply any other warranty or public benefit for a site. Subject to these terms and conditions, I therefore request certification pursuant to this application.

Signature

X

Date

[6] OWNERSHIP OF PROPERTY:

*Ownership of property needs to be clearly identified. Property should be owned or optioned by a local economic development organization, a local unit of government, a developer, an end user or a utility that serves the site.

* If applicant is NOT owner, OR if there are other owners, fill out the following (use Tab-A for any extra information) —

<u>Owner #1</u>		<u>Owner #2</u>		<u>Owner #3</u>	
NAME		NAME		NAME	
ADDRESS		ADDRESS		ADDRESS	
CITY		CITY		CITY	
STATE	ZIP	STATE	ZIP	STATE	ZIP
TELEPHONE		TELEPHONE		TELEPHONE	
PERCENTAGE OF OWNERSHIP		PERCENTAGE OF OWNERSHIP		PERCENTAGE OF OWNERSHIP	

[7] LOCATION AND DESCRIPTION OF LAND:

NAME OF SITE

ADDRESS/LOCATION³



TAX PARCEL ID NUMBER:

³ Provide street number if it exists, otherwise give best available information, such as road/street name, nearest crossroad, mileage marker, etc.

[8] MAPS

CHECK ALL THAT APPLY

<input type="checkbox"/>	1) USGS Map - Topographical	B
<input type="checkbox"/>	2) Site Map – showing site layout	
<input type="checkbox"/>	3) Arial Map	
<input type="checkbox"/>	4) ALTA Map – if available	
<input type="checkbox"/>	Detailed legal description or platted lot description is in <u>Tab-B</u>	
<input type="checkbox"/>	Formal “metes & bounds” description of the overall site area and survey is in <u>Tab-B</u>	
<input type="checkbox"/>	Plat map showing site is included in <u>Tab-B</u> (if site is platted)	

[9] SPECIAL TAXING DISTRICTS:

<input type="checkbox"/>	Site is in a Certified Technical Park	Certified Technical Park	Any papers that prove use or qualifications of Tax Incentives or Benefits	C
<input type="checkbox"/>	Site is in an Urban Enterprise Zone	Urban Enterprise Zone		
<input type="checkbox"/>	Site is in a Tax Incentive Financing (TIF) district	TIF		
<input type="checkbox"/>	Site is in a Community Revitalization Enhancement District	CRED		
<input type="checkbox"/>	Site is pre-qualified for tax abatement	Ball State Tax Abatement Tool Box http://www.bsu.edu/webapps2/direct		
<input type="checkbox"/>	Other tax district applies. If so, please list: _____	ory/cecd/default.asp		

[10] APPLICABLE INDUSTRY PROFILE:

Select one or more of the following profiles for site (SEE APPENDIX II; SUITABLE SELECTION MAY BE CRITICAL FOR SUCCESSFUL SITE CERTIFICATION) —

- ☐ A. Heavy Industrial/Manufacturing
- ☐ B. General/ Light Manufacturing
- ☐ C. Food Processing/Value Added Agriculture
- ☐ D. Transportation, Distribution, Logistics (TDL)
- ☐ E. Business & Financial Services/ Insurance
- ☐ F. Biofuels
- ☐ G. Agricultural Livestock Production
- ☐ H. Other; If known, please identify: _____

FUNDAMENTAL ATTRIBUTES OF THE SITE & ITS DEVELOPABILITY

				REQUIRED DOCUMENTATION		
				WHERE/SOURCE	WHAT	NOTEBOOK TAB
[1] SIZE OF PROPERTY FOR IMPROVEMENTS AND UTILIZATION:						
<input type="text"/> ACRES of overall site area (total acreage)				Applicant	Dated Map or Survey showing total acreage (with scale & north arrow)	D
<input type="checkbox"/> Site to be certified is only a portion of total acreage If so— <input type="text"/> ACRES of the certifiable portion						
[2] BUILDING INFORMATION:						
<input type="checkbox"/> There is a building on property				N/A	N/A	D
If so— <input type="text"/> SQUARE FEET of building <input type="text"/> CEILING HEIGHT of building						
[3] AVAILABILITY FOR ACQUISITION BY INDUSTRIAL DEVELOPER:						
<input type="checkbox"/> Owner has signed letter that site is for sale or for lease				Landowner [Holder of option] Current real estate listing agreement may substitute for owner's testimonial	Signed letter stating: (a) unequivocal willingness to consider offer from any legal party/developer, (b) person is legal owner with full authority to transact, & (c) specific expectation of pricing at particular time (Optional: report by professional certified surveyor)	D
<input type="checkbox"/> Applicant or other entity has valid option to buy land ⁴						
<input type="checkbox"/> For sale ⁵ <input type="text"/> Price per acre <input type="text"/>						
<input type="checkbox"/> For lease ⁵ <input type="text"/> Rent/per sq ft./per ac. <input type="text"/>						
[4] SITUATION RELATIVE TO 100-YEAR FLOOD PLAIN ⁶ (ONE AND ONLY ONE MUST BE CHECKED):						
<input type="checkbox"/> Site is completely outside of flood plain ⁷				FEMA, IDNR, licensed civil engineer	Official map of site & environs; acceptable plan, if applicable, by qualified engineering firm with cost estimate and timeline	E
<input type="checkbox"/> Some of the site is in flood plain but not in floodway ⁸ , but engineering plan exists to resolve and secure site from flood risk (e.g., elevate land) in 180 days or less						
<input type="checkbox"/> Site is in the floodway, but engineering plan exists to resolve and secure site from flood risk (e.g., elevate land) in 180 days or less						
[5] GENERAL SLOPE AND TERRAIN (SUITABILITY FOR BUILDING):						

⁴ The Tab-C documentation must fully explain and include copy of option agreement; option-holder then replaces owner for purposes of availability letter.

⁵ One or both of these (sale and/or lease) needs to be checked.

⁶ Definition of 100-year flood plain can be found in 312 IAC 10-2-35 and is as follows: "Regulatory flood" means a flood having a one percent (1%) probability of being equaled or exceeded in a year as calculated by a method and procedure that is approved by the Natural Resource commission. The regulatory flood is equivalent to the base flood or the 100-year frequency flood.

⁷ Definition of flood plain can be found in IC 14-8-2-99 and is defined as an "area adjoining a river or stream that has been or may be covered by flood water."

⁸ Definition of floodway can be found in IC 14-2-2-102 and is defined as "(1) the channel of a river or stream; and (2) the parts of the flood plain adjoining the channel that are reasonably required to efficiently carry and discharge the flood water or flood flow of a river or stream."

<input type="checkbox"/>	Grade (relative flatness) of site is described	Topographic study (preferred) or USGS IDNR Map Sales Section	Dated Topographical map and description (by applicant) of terrain; engineering plans w/cost estimate, if applicable	E
CHECK ALL THAT APPLY				

[6] GEOLOGIC STABILITY (SUITABILITY FOR BUILDING OR DELICATE OPERATIONS):

<input type="checkbox"/>	Issues of soil types, seismic vibration, fault lines, sinkholes, past undermining and comparable risk factors have been researched for the site and provide all relevant information	Indiana Geological Survey, USGS Technical firm, laboratory	Applicable letter, informed data, map, report as available	E
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[7] EXISTING IMPROVEMENTS AT/ON OVERALL SITE:

<input type="checkbox"/>	Any improvements exist on site; If yes, please list and provide all relevant information.	Dated Aerials ⁹ Indiana Geographic Information Council	Dated aerial photograph List of all improvements not shown in aerial - giving age and size, and list of any special information or ALTA Survey	F
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[8] EASEMENTS, LIENS, LEASES, OTHER ENCUMBRANCES

<input type="checkbox"/>	Any easement, lien, rental contract or similar encumbrance or title commitment (legal or physical) on or with respect to the property;	Title Co., County Records, owner, land surveyor, site engineer	Required: 20-year title search	G
<input type="checkbox"/>	Any easement, lease or license might be necessary to develop or use site for the selected industry profile(s)		As applicable: Land deeds, applicant's narrative, specific records, ALTA report, Title Report Plans/agreements to acquire needed easement	

[9] TAXES

<input type="checkbox"/>	Tax payments are current on the property	Applicant	If no, then please include Applicant Statement with detail; If applicable please include details of tax reduction related to site	G
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LAND USE PLANNING AND COUNTY ZONING REGULATIONS

CHECK ALL THAT APPLY

REQUIRED DOCUMENTATION		
WHERE/SOURCE	WHAT	NOTEBOOK TAB

[1] COMPLIANCE WITH STATE LAWS:

⁹ Aerial photograph should be no more than three years old and to reasonable scale and clarity to identify buildings, drainage characteristics, and roadway configuration such as lane widths, including auxiliary lanes. May also be in orthophotographic perspective (preferred).

<input type="checkbox"/>	Site is located in a jurisdiction that has a planning department established in compliance with State Law	IC 36-7-4	Proof of adopted ordinances; Current governing procedures	H
[2] LOCAL ZONING ORDINANCE:				
<input type="checkbox"/>	Selected industry profile(s) is/are fully consistent with expressly permitted uses at the site under all applicable zoning codes	City, Town or County	Official letter of confirmation, as well as highlighted excerpts from ordinance and relevant portion of zoning map that explains permitted uses of site; Please include zoning designation and a list of permitted uses	H
[3] PLANNED, ONGOING OR PENDING LAND-USE PROCESSES (ADMINISTRATIVE OR JUDICIAL):				
<input type="checkbox"/>	A zoning process is currently in progress	City, Town or County	Explanation/relevant evidence of zoning status or parcel and any ongoing petitions	H
<input type="checkbox"/>	Zoning process can be resolved in 90 days			
[4] SURROUNDING OR NEIGHBORING USES, ACTIVITY & OPERATIONS:				
<input type="checkbox"/>	Land use descriptions of adjacent properties is included	Applicant	Narrative with a map	H
<input type="checkbox"/>	Distance to nearest residential area			H
<input type="checkbox"/>	<u>Distance</u> to nearest solid waste landfill or similar land use			H

ENVIRONMENTAL & CULTURAL PROTECTIONS

CHECK ALL THAT APPLY		REQUIRED DOCUMENTATION		
		WHERE/SOURCE	WHAT	NOTEBOOK TAB
[1] ENVIRONMENTAL ASSESSMENT (GROUND CONTAMINANTS):				
<input type="checkbox"/>	Phase I environment study has been performed for site within six months and is available for review	IDEM	Phase I Report and supporting information based on ASTM standards 1527-00 or 1527-05 http://www.erraonline.org/EDROnlineYearsExplI.PDF#search=%22ASTM%20Standards%201527--00%22	I
<input type="checkbox"/>	If Phase I had significant findings, ☑ IDEM issued determination of "No Further Action"		Any materials and records in relation to Appendix III (e.g., Phase II, clean-up plan)	

<input type="checkbox"/>	<input checked="" type="checkbox"/> Institutional/engineering controls are in place, or if there has been site activity since study, then— GO TO—Appendix III			
<input type="checkbox"/>	A Disclosure Document required or available under Indiana Code 13-25-3-2 is included	IC 13-25-3-2	Relevant disclosure document	I
<input type="checkbox"/>	Subject property has been used for the manufacture of controlled substances (e.g. methamphetamine)			
[2] REGIONAL AIR QUALITY DESIGNATIONS:				
<input type="checkbox"/>	site is in an ambient air quality non-attainment area	IDEM: Map Reference Indiana Designated Non-attainment for Counties	Printed Version of Map with County Clearly Marked	J
[3] WATERS OF THE STATE:				
<input type="checkbox"/>	USACE has completed site delineation for streams, lakes, wetlands, and ponds		Official agency letter or report of determination with maps	
<input type="checkbox"/>	you received permit from USACE or IDEM	U.S. Army Corps of Engineers	Any materials in relation to Appendix IV (e.g., delineation)	K
<input type="checkbox"/>	you received jurisdictional determination letter from USACE stating that "No Permit is Needed"			
	<input type="checkbox"/> <u>DATE</u> determination was prepared			
<input type="checkbox"/>	determination indicated presence of Waters of the State— If YES GO TO—Appendix IV			

TRANSPORTATION INFRASTRUCTURE

CHECK ALL THAT APPLY		DOCUMENTARY DIRECTION		
		WHERE/SOURCE	WHAT	NOTEBOOK TAB
[1] IMMEDIATE ROAD ACCESS (EGRESS, INGRESS & ROUTE TO NEAREST MAJOR ARTERIAL):				
<input type="checkbox"/>	Access points to local streets and route are fully described with respect to what is functionally appropriate for selected industry profile(s)	INDOT	Letter from INDOT district office addressing appropriate use of site.	
<input type="checkbox"/>	Traffic impact study has been completed for the site; include if completed. (Not required for application, but will be required in future by INDOT)	County/City Engineer	Copies of traffic impact study (if available)	L
<input type="checkbox"/>	Transportation system improvements/mitigations may be required	County/City Engineer	Include site map indicating existing and permissible access in Tab B.	

<input type="checkbox"/> Readily executable plans exist to mitigate problems or to generally enhance local access for the site ¹⁰			L
[2] RAILROAD AVAILABILITY:			
<input type="checkbox"/> The site is served by rail NAME OF SERVICE PROVIDER		Railroad Company	If applicable, please include executable plan. HTTP://WWW.IN.GOV/DOT/DIV/TECHNOLOGY/MAPS/RR-05.PDF
<input type="checkbox"/> Improvements could be made to serve site by rail		INDOT	
<input type="checkbox"/> Rail service is not feasible			
[3] PROXIMITY TO MAJOR CONDUITS OF COMMERCE (ROAD TRAVEL DISTANCE TO NEAREST FACILITY):			
	MILES to inter-modal container facility (loading/unloading)	Ports of Indiana http://www.portsofindiana.com/	Optional: Dated Area wide maps or dated aerial photography with markers for selected destinations and primary routes.
	MILES to marine port		
	MILES to general aviation airport ¹¹ ; Name of airport:		
	MILES to Interstate Highway		
	MILES to 2-Lane or 4-Lane Highway		
	MILES to State Route or Highway Route		
NAME OF WATER SERVICE PROVIDER			M
	GPD—water peak flow volume available at/for site		
	INCHES—water line size at site		

¹⁰ Improved service or mitigation must include cost estimate and clearly demonstrate local capital programming, funding sources and implementation schedule, so that the letting of contracts will occur, and the construction of infrastructure improvements will be underway, in 180 days or less, and can be completed commensurate with the development of site.

¹¹ General Aviation Airport is defined as offering private aircraft services.

<input type="checkbox"/>	The owner of the substation is the authorized utility for the site	IURC	http://www.in.gov/iurc/	N
<input type="checkbox"/>	Acceptable plans exist to develop an authorized substation (Tab N)			
	<u>kVa</u> —peak load capacity available at site			
<input type="checkbox"/>	Secondary system/dual-source is currently available for site—			
[3] NATURAL GAS:		Engineering firm	Any materials in relation to Appendix VI	
<input type="checkbox"/>	Natural gas service is currently at property line — <i>IF NOT, GO TO</i> — Appendix VI			
NAME OF SERVICE PROVIDER		Natural Gas Company or provider	Formal specification/letter from gas utility representative about current site connection/plans	O
	<u>INCHES</u> —gas line size at site			
	<u>PRESSURE</u> – gas pressure at site	Engineering firm	Any materials in relation to Appendix VI	

[4] HIGH SPEED COMMUNICATIONS INFRASTRUCTURE:				
<input type="checkbox"/>	“High speed communication” service is currently at property line — <i>IF NOT, GO TO</i> — Appendix VI		High Speed Internet Access service provider(s)	Formal specification/letter from High Speed Internet Access service provider representative(s) about current service at/for site and/or plans
READILY AVAILABLE	<u>ADVANCED SERVICE FOR/AT SITE</u>			
<input type="checkbox"/>	DSL (Digital Subscriber Line)		For possible source of providers in area, contact: Indiana Office of the Utility Consumer Counselor,	Letter should include description of service type, maximum capacity available with specific upload and download speed information Optional Information could include
<input type="checkbox"/>	Cable			
<input type="checkbox"/>	Satellite			
<input type="checkbox"/>	Wireless			
<input type="checkbox"/>	Fibers			
<input type="checkbox"/>	BPL (Broadband over Phone Line)			P
<input type="checkbox"/>	Other:			

NAME OF SERVICE PROVIDER	SERVICE TYPE	
		P

MISCELLANEOUS

CHECK ALL THAT APPLY	REQUIRED DOCUMENTATION		
	WHERE/SOURCE	WHAT	NOTEBOOK TAB

[1] EMERGENCY, PUBLIC SAFETY AND PROTECTIVE SERVICES (DISTANCE TO NEAREST FACILITY):

SERVICE	NAME OF SERVICE PROVIDER	DISTANCED (MILES)	ISO RATING		
Ambulance/EMT				Local Service Providers, "911" District or dispatch center	Characterize role of volunteers if not staffed, full-time by professionals Optional: Maps and materials
Fire Protection					
Police/Sheriff			N/A		

[2] DEMOGRAPHICS AND WORKFORCE:

	COUNTY POPULATION	Population Resources: IDWD Population Information	Unemployment Rate Resources: Stats IN Unemployment Information	Lists and descriptions as assembled or prepared by applicant	R
	MSA POPULATION				
LATEST UNEMPLOYMENT RATE	ANNUAL RATE	COUNTY, MSA, IEDC Region ¹²	Industry Cluster Map IEDC Regional Map Local Economic Development Regions	Other, supporting materials are optional	
<input type="checkbox"/>	List of other major employers/number of employees within the county of the site or a 50-mile radius is included				
<input type="checkbox"/>	List and describe significant business hirings, closures and expansions, in past two years within the county of the site or a 50-miles radius is included				

[3] DISTANCE AWAY FROM SPECIAL FACTORS:

	MILES to nearest residential area		MILES to nearest solid waste landfill or similar land use
--	-----------------------------------	--	---

¹² Clearly identify if County, Metropolitan Statistical Area or Indiana Workforce Investment Act Region is listed.

APPENDIX I

Acronyms, Abbreviations, Glossary & Initials

ALTA – American Land Title Association

ASTM – [American Society for Testing and Materials](#)

Certified Technical Park –

The [Certified Technology Parks](#) program was created as a tool to support the attraction and growth of high-technology business in Indiana and promote technology transfer opportunities. Designation as a Certified Tech Park allows for the local recapture of certain state and local tax revenue which can be invested in the development of the park

CRED – [Community Revitalization Enhancement District](#)

DHPA – [Division of Historical Preservation and Archaeology](#)

FEMA – [Federal Emergency Management Administration](#)
(U.S. Department of Homeland Security)

GPD – Gallons per Day, water/sewage flow measurement

IDEM – [Indiana Department of Environmental Management](#)

IDNR – [Indiana Department of Natural Resources](#)

IDWD – [Indiana Department of Workforce Development](#)

IDNP – Indiana Division of Nature Preserves
402 W. Washington Street, Rm 267
Indianapolis, IN 46204
Indiana Natural Heritage Data Center
<http://www.in.gov/dnr/naturepr/center.html>

Ron Hellmich
(317) 232-8059 Fax (317) 233-0133

IEDC - [Indiana Economic Development Corporation](#)

IFA - [Indiana Finance Authority](#)

INDOT - [Indiana Department of Transportation](#)

ISDA – [Indiana State Department of Agriculture](#)

ISDH - [Indiana State Department of Health](#)

ISO – Insurance Services Organization

IURC – [Indiana Utility Regulatory Commission](#)

MSA – Metropolitan Statistical Area, federal grouping of one or more counties

IOUCC – [Indiana Office of the Utility Consumer Counselor](#)

POTW – Publicly Owned Treatment Works

Site and Building Database –

www.in.gov/iedc/site/Indiana_properties.html

SHPO – State Historical Preservation Officer

TIF – The [tax increment finance](#) tax increment finance ("TIF") mechanism in Indiana permits a town, city or county, through a local redevelopment commission, to designate targeted areas for redevelopment or economic development. Those areas can then be designated as "allocation areas" which triggers the TIF process. After such a designation is made, property taxes generated from new construction in the area, rather than going to the normal taxing units (e.g., schools, cities, counties), can be set aside and invested back in the area to promote development. These property tax revenues can be leveraged by the issuance of TIF bonds, the proceeds of which also can be used to promote development in the area.

[Urban Enterprise Zone](#) (UEZ)–

Assistance Program designed to improve the quality of life in designated enterprise zones

through community and business redevelopment initiatives.

USACE – United States Army Corps of Engineers
<http://www.usace.army.mil/>

USGS – [United States Geological Survey](#) (Department of the Interior)

Waters of the State –

Such accumulations of water, surface and underground, natural and artificial, public and private, or parts thereof, which are wholly or partially within, flow through, or border upon this state. However, the term does not include any private pond, or any pond, reservoir, or facility built for reduction or control of pollution or cooling of water prior to discharge unless the discharge therefrom causes or threatens to cause water pollution.

WWTP -- Wastewater Treatment Plant

APPENDIX II

Industry Profiles for Site Certification

- A. Heavy Industrial/Manufacturing**—This category is intended to include industries typically described as plants, factories or mills engaged in mechanical or chemical transformations of raw materials or substances into new products. Usually very energy- and capital-intensive, these industries are generally ones that due to impacts or appearance may be unsuitable near other uses. These industries generally require rail service. There are likely borderline cases between this category and that of Category ‘B’-General/Light Manufacturing, as described below. Examples include: steel manufacturing and processing, fiberglass manufacturing and processing and automotive assembly.
- B. General / Light Manufacturing**—This category includes industries utilizing less intensive manufacturing processes, including assembly and light manufacturing of high technology, other electronic equipment/components and other devices and parts of a final product. Generally, this category includes uses that generally do not require major on-site utility services or utilize large quantities of hazardous chemicals, and can be located in most “campus-like” industrial parks or individual sites and have less effect on surrounding uses. Examples include: automotive parts suppliers, life sciences industries and motor sports industry.
- C. Food Processing/ Value Added Agriculture**—This category includes industries that manufacture or process foods and beverages for human or animal consumption. This category has similar site characteristics as General Manufacturing, but the unique needs, such as high-volume water demand, warrant the distinction. This category generally requires rail service. Examples include: animal feed producers, meat and poultry processing, wet corn milling and commercial bakery products.
- D. Transportation, Distribution, Logistics (TDL)**—This category includes industries that furnish local or long-distance trucking or transfer services or are primarily engaged in the warehousing, storage (excluding self-service storage), wholesale and distribution of goods. Generally, this category includes uses that require relatively more site area devoted to loading and trailer storage since the primary function is related to the movement of goods. Examples include: large retailer distribution facilities and commercial trucking facilities.
- E. Business & Financial Services / Insurance** —This category includes operations more closely akin to commercial–business functions, such as back-office bulk processing, electronic commerce or service centers. Generally, this category will be rather employee-intensive with attendant demands for greater parking and vehicle trips per day, but have more flexibility to be accommodated in multi-story buildings, compared to other profiles and most industrial uses. Examples include: customer service call centers and insurance claims processing.

- F. Biofuels** -- This category includes operations that manufacturer fuels from grain and oilseed. Generally, this category will require the manufacturer to locate adjacent to a mill that provides the raw material, such as corn or soybeans. This category generally requires rail service. Examples include: biodiesel and ethanol production.
- G. Agricultural Livestock Production** - This category includes establishments primarily engaged in the breeding and raising of livestock. Generally, this category would be unsuitable in close proximity to populated residential areas. Examples include: hog and pig farming, dairy farming and poultry and egg production.
- H. Other** – This category includes uses not described in other industry profiles. Permit and utility requirements would be dependent on the user.

APPENDIX III

Environmental Investigation, Remediation and Determination

Include This with All Attendant Documentation under Tab-I

1) Did Phase I study indicate any recognized or suspected environmental conditions on, adjacent to, or otherwise impacting the site?

If YES, please attach a brief summary highlighting relevant report section.

YES ☐ NO ☐

2) Indicate whether a Phase II or any other site sampling or environmental investigations have been performed at the subject property. If YES, please

attach a brief summary highlighting relevant report sections. Copies of all reports, data, and/or documentation must be provided for review.

YES ☐ NO ☐

3) Indicate whether the nature and extent of all known contaminants at the subject property has been fully characterized. If YES, please attach a brief

summary highlighting relevant issues indicating whether additional investigation is planned.

YES ☐ NO ☐

4) Does Phase II site report or any other environmental investigation indicate the need to conduct a cleanup?

YES ☐ NO ☐

5) Are cleanup activities planned or underway? If YES, please attach a brief

summary explaining what is planned or underway. Copies of all reports, data,

and/or documentation must be provided for review.

YES ☐ NO ☐

6.) If cleanup is planned, what are the anticipated start and completion dates?

Start Date:

Completion Date:

7) Have cleanup activities, historic or current, been performed under the oversight of any state or federal regulatory program? If YES, please attach a brief summary explanation. Copies of all government reports, data, and/or correspondence must be provided for review.

8) Please attach a brief summary of any cleanup closures granted by a state or federal cleanup program. Copies of all government closure documents must be provided for review.

9) Please attach a brief summary of any institutional and/or engineering controls that are or will be present at the site as a result of environmental cleanup.

10) Are there, or have there ever been, any environmental enforcement actions taken by any state or federal regulatory agency at this site? If YES, please attach a brief summary of those actions and provide copies of all government correspondence.

YES ☐ NO ☐

11) Have there been any operations on the site since the completion of the Phase I site report? If YES, include description/evidence of activities.

YES ☐ NO ☐

All documentation for steps or questions under this appendix MUST be provided, in full, including summaries and acceptable action plans (with an implementation schedule and cost estimate).

APPENDIX IV

Delineation and Mitigation- Waters of the State

Include This with All Attendant Documentation under Tab-K

1) Are waters present (including streams, lakes, ponds, wetlands)?

YES ☐ NO ☐

Please include any correspondence supporting this answer from USACE and from IDEM. If no, please return to the main application.

2) Check below for any violation(s) of Indiana's Water Quality Standards.

Please describe extent of violation(s) in Tab L.

YES ☐ NO ☐

3) Has the location and extent of these waters been delineated and characterized?

YES ☐ NO ☐

Please include a map, to scale, depicting the location and extent of each water and the type of water (stream, lake, pond or wetland). If wetlands are present, please include a wetland delineation report. If exempt isolated wetlands are present please document their location, extent and rationale for exemption. If yes, then proceed to next step.

4) Are impacts to the waters of the state completely avoided despite development by selected industry development profile(s) on the site?

If yes, include description of strategy and map¹³, and return to the main application. If NO, proceed to next question.

YES ☐ NO ☐

5) Have the permits or certifications required for impacts to waters been secured?

YES ☐ NO ☐

If YES, include copies of all relevant permits (i.e., Clean Water Act §404 Dredge and Fill Permit, Clean Water Act §401 State Water Quality Certification, State Regulated Wetland Activity Permit) and proceed to the next question. If NO, contact appropriate authority for needed permits.

6) Check below for status of mitigation—Include copy of mitigation plan and highlight implementation schedule and estimated costs, and proceed to next step once prepared.

MITIGATION PLAN HAS BEEN APPROVED BY IDEM ☐

MITIGATION PLAN IMPLEMENTATION HAS STARTED ☐

MITIGATION PLAN IMPLEMENTATION WILL START IN 90 DAYS OR LESS ☐

MITIGATION IS COMPLETE (i.e., the mitigation plan has been implemented, performance has been monitored, and IDEM has found the mitigation to be successful) ☐

IC 13-18-22 State Regulated Wetlands

<http://www.in.gov/legislative/ic/code/title13/ar18/ch22.pdf#search=%22IC%2013-18-22%20%20State%20Regulated%20Wetlands%22>

Definition for “Waters of the State” – such accumulations of water, surface and underground, natural and artificial, public and private, or parts thereof, which are wholly or partially within, flow through, or border upon this state. However, the term does not include any private pond, or any pond, reservoir, or facility built for reduction or control of pollution or cooling of water prior to discharge unless the discharge there from causes or threatens to cause water pollution.

Definitions of permits – The USACE issues a *§404 Dredge and Fill Permit under the Clean Water Act* and IDEM issues both a *§401 State Water Quality Certification* and a *State Regulated Wetland Activity Permit*

All documentation for questions under this appendix MUST be provided, in full, including summaries and acceptable action plans (with an implementation schedule and cost estimate)

¹³ For example, virtual site development map overlay on top of and corresponding to the same scale as the site delineation map for each selected industry development profile.

APPENDIX V(A)

Water Supply and System Improvements

Include This with All Attendant Documentation under Tab-M

- 1) Attach a summary in Tab P that illustrates the planned improvements necessary to connect site to water system for purposes of selected industry profile(s), as well as relevant ongoing upgrades to the overall system, and answer the following questions:

Distance (feet) to the closest existing water line	
Size (inches) of that water line	
Total capacity of the water system (GPD)	
Existing Peak utilization of water system (GPD)	

- 2) Check below that a preliminary engineering plan exists with identified funding to bring sufficient water flow to the site, such that construction of infrastructure improvements will be underway in 90 days or less and completed commensurate with development of site—*Include copy of acceptable plan with/highlighting timeline, cost, funding sources and local capital programming, and proceed to next question once such a plan is in place.*

CONSTRUCTION PERMIT HAS BEEN ISSUED BY IDEM ☐

- 3) Will the existing or above-planned water system improvements to the site (along with existing on-site features, such as water tower or emergency well) suffice for fire suppression needs of selected industry profile(s)?
If YES, include letter from fire safety authority or equivalent formal evidence and return to main application. If NO, proceed to next question.

YES ☐ NO ☐

- 4) Attach a summary in Tab P that illustrates the alternative, on-site water system facilities and/or investments that are needed for development of selected industry profile(s) at the site, including the water uses to be served by on-site system—*i.e., domestic, commercial, fire suppression and/or other*

- 5) Please answer the following questions for proposed on-site remedy:

Distance (feet) to the closest water source for site	
Water source (underground or surface stream)	
Total capacity of the water source (GPD)	
Existing Peak utilization of water source (GPD)	
Any impediment to use of water source, in terms of water rights, withdrawal restrictions, impacts to local water bodies and so forth? <i>Please attach in Tab P.</i>	

- 6) Check below that an engineering plan exists to make needed investments in on-site water facilities, overcome impediments (if any), and deliver sufficient water flow and pressure, such that construction of infrastructure improvements will be underway in 90 days or less and completed commensurate with development of site—*Include copy of acceptable plan with/highlighting timeline, estimated cost, funding sources and evidence that water source offers sustainable flow and pressure to satisfy operational and public safety standards, and return to main application.*

IMMEDIATELY IMPLEMENTABLE PLAN IN PLACE ☐

RETURN TO MAIN APPLICATION

All documentation for questions under this appendix MUST be provided, in full, including studies, acceptable action plans (with an implementation schedule and cost estimate) and so forth. Also, place continuations of answers, where extra space is needed behind this sheet in the corresponding notebook tab.

APPENDIX V(B)

Wastewater Treatment and Sanitary Sewer System Improvements

Include This with All Attendant Documentation under Tab-M

1) Is there a community sewer system and off-site wastewater treatment plant – that does not have sewer connection ban or a connection moratorium imposed—available to serve site? *If YES, proceed to next question. If NO, skip to step 4.*

YES ☐ NO ☐

2) Attach a summary in Tab Q that illustrates the planned improvements necessary to connect site to sewer system for purposes of selected industry profile(s), as well as relevant ongoing upgrades to the overall system, and answer the following questions:

Distance (feet) to the closest existing sewer line	
Size (inches) of that sewer line	
Total capacity of the sewer system (GPD)	
Existing Average utilization of sewer system (GPD)	
Existing Peak utilization of sewer system (GPD)	

3) Check below that

CONSTRUCTION PERMIT TO EXTEND SEWER LINES TO SITE HAS BEEN ISSUED BY IDEM <input type="checkbox"/>
FUNDING HAS BEEN IDENTIFIED TO IMMEDIATELY IMPLEMENT ENGINEERING PLAN <input type="checkbox"/>
TIMELINE HAS BEEN PROVIDED TO COMPLETE IMPROVEMENTS IN 90 DAYS OR LESS <input type="checkbox"/>

RETURN TO MAIN APPLICATION

4) Attach a summary in Tab Q that illustrates the alternative, on-site sewage disposal facilities and/or investments that are needed for development of selected industry profile(s) at the site (*e.g.*, septic, land application, specialized treatment/discharge)
Proceed to next step.

5) Please answer the following questions for proposed on-site remedy:

Distance (feet) to closest treatment facility for site	
Facility type (septic, ground, surface and/or other)	
Total capacity of the sewer system (GPD)	
Existing Average utilization of sewer system (GPD)	
Existing Peak utilization of sewer system (GPD)	
Distance (miles) to surface discharge point if applicable	
Any impediment to on-site sewage system, in terms of water quality, limited application area, pre-treatment requirements? <i>Please attach in Tab Q.</i>	

6) Check below that

ENGINEERING PLAN EXISTS TO IMMEDIATELY MAKE IMPROVEMENTS TO ON-SITE SEWAGE FACILITIES <input type="checkbox"/>
ENGINEERING PLAN EXISTS TO IMMEDIATELY OVERCOME IMPEDIMENTS (IF ANY) <input type="checkbox"/>
FUNDING HAS BEEN IDENTIFIED TO DELIVER SUFFICIENT SEWAGE FLOW TO SITE IN 90 DAYS OR LESS <input type="checkbox"/>

RETURN TO MAIN APPLICATION

All documentation for questions under this appendix MUST be provided, in full, including studies, acceptable action plans (with an implementation schedule and cost estimate) and so forth. Also, place continuations of answers, where extra space is needed behind this sheet in the corresponding notebook tab.

APPENDIX VI

Energy and High Speed Communication Connection Improvements

Include This with All Attendant Documentation under Tab-P

ELECTRIC POWER

- 1) Summarize in Tab R the planned improvements necessary to upgrade system infrastructure and/or to connect site to power grid, with sufficient current and capacity for selected industry profile(s).
- 2) Check below that an acceptable plan exists to bring sufficient electric service to the site (and/or ensure system redundancy as required), such that construction of infrastructure improvements will be underway in 90 days or less and completed commensurate with development of site—*Include copy of supporting descriptions and information from utility/service provider with timeline, cost estimate, on-site equipment and resulting peak load capacity (kVa), and return to main application once such a plan is in place.*

IMMEDIATELY IMPLEMENTABLE PLAN IN PLACE ☐

NATURAL GAS

- 3) Is there a natural gas system capable of serving the site?

YES ☐ NO ☐

- 4) Summarize in Tab R the planned improvements necessary to upgrade infrastructure and/or to connect site to natural gas system, with sufficient service for selected industry profile(s), and answer the following questions:

Distance (miles) to the closest existing natural gas line	
Size (inches) of that natural gas line	

Pressure (kVa) of gas line

- 5) Check below that an acceptable plan exists to bring natural gas service to the site, such that construction of infrastructure improvements will be underway in 90 days or less and completed commensurate with development of site—*Include copy of supporting descriptions and information from utility/service provider with timeline, cost estimate, and resulting gas line size at site, and return to main application once such a plan is in place.*

IMMEDIATELY IMPLEMENTABLE PLAN IN PLACE ☐

HIGH SPEED COMMUNICATIONS INFRASTRUCTURE

- 6) Check below that an acceptable plan or plans exist to ensure High Speed Communication Infrastructure service(s) at the site (and/or route diversity as necessary), such that construction of infrastructure improvements will be underway in 90 days or less and completed commensurate with development of site—*Include copy of supporting descriptions and information from utility/service provider(s) with timeline, cost estimates, on-site equipment and resulting type and level of service(s), and return to main application once acceptable plan or plans are in place.*

IMMEDIATELY IMPLEMENTABLE PLAN IN PLACE ☐

All documentation for questions under this appendix MUST be provided, in full, including studies, acceptable action plans (with an implementation schedule and cost estimate) and so forth. Also, place continuations of answers, where extra space is needed behind this sheet in the corresponding notebook tab.

APPENDIX VII

Requested Documents for Shovel Ready Applications

Include This with All Attendant Documentation under Tab-R

This appendix lists all requested information and lists their corresponding tabs. Please list, where applicable, the cost of the documents requested and a general estimate of the time spent on the application process.

IMPORTANT:

- Please include the cost of the requested documents. This information will be critical in the on-going design of the program and will allow the Indiana Finance Authority to help as many communities as possible.
- Please note that the same maps may be used for different sections as long as all relevant information is included in the proper section.

REQUESTED DOCUMENTS WITH COST ESTIMATE - APPENDIX VII	COST OF DOCUMENTS (if applicable)
<u>TAB A: Identification of Applicant and Site Proposed for Certification</u> 1. Original Letter of Executive-Level Community Support from Highest Elected Official 2. Evidence of Qualifications to Apply	_____ _____
<u>TAB B: Identification of Applicant and Site Proposed for Certification</u> 1. Characteristics of Land: a) Detailed legal description or platted lot description b) Formal “metes and bounds” description of overall site area and survey c) Plat Map (if applicable) 2. Proof or qualification of tax benefits	_____
<u>TAB B: Fundamental Attributes of the Site and its Developability</u> 1. Dated map or Survey showing total acreage 2. Signed Letter Stating: a) Unequivocal willingness to transact with any legal party/developer b) Person is legal owner with full authority to transact c) Specific expectation of pricing at particular time 3. OPTIONAL: Report by professional certified surveyor	
<u>TAB B: Fundamental Attributes of the Site and its Developability</u> 1. Official map of site and environs 2. Acceptable plan by qualified engineering firm with cost and timeline (if applicable)	

REQUESTED DOCUMENTS WITH COST ESTIMATE (continued) - APPENDIX VII	COST OF DOCUMENTS (if applicable)
<u>TAB B: Fundamental Attributes of the Site and its Developability</u> 1.Dated Topographical map and description (by applicant) of terrain 2.Engineering plans with cost estimate (if applicable) 3.Applicable letter, informed data, map, report, as available etc. relative to geologic stability 4. Description of nearby source of significant vibration, noise, dust, or airborne contaminants	_____ _____ _____
<u>TAB D: Fundamental Attributes of the Site and its Developability</u> 1.Dated aerial photograph showing improvements 2.List of all improvements (giving age and size) 3.Special Information	_____ _____
<u>TAB C: Fundamental Attributes of the Site and its Developability</u> 1.As applicable: a) Land Deeds b) Title Report c) Applicant's narrative d) Specific Records e) ALTA Report f) Acceptable plan/Agreements to acquire needed easement 2.Documents from applicant regarding outstanding taxes or tax reduction schedule (if applicable)	_____ _____
<u>TAB H: Land Use Planning and County Zoning Regulations</u> 1. Proof of adopted ordinances or current governing procedures 2.Official Letter on confirmation, including highlighted excerpts from ordinance and relevant portion of zoning map 3.Explanation/relevant evidence regarding current zoning process & any ongoing petitions 4.Narrative of surrounding property use with a map	_____ _____ _____ _____
<u>TAB I: Environmental and Cultural Protections</u> Phase I Report and supporting information 1.Materials and records relevant to Appendix III (Environmental Investigation, Remediation, and Determination): a.Brief Summary highlighting relevant report sections of Phase I regarding recognized or suspected environmental conditions (if relevant) b.Copies of all reports, data and/or documentation, brief summary regarding Phase II or any other site sampling or environmental investigation (if relevant) c. Brief Summary highlighting issues and indicating if further investigation is planned regarding known contaminants (if relevant) 2.Relevant Disclosure Documents	_____ _____ _____
<u>TAB B: Environmental and Cultural Protections</u> 1.Printed Version of Map with County Clearly Marked	_____

REQUESTED DOCUMENTS WITH COST ESTIMATE (continued) – APPENDIX VII	COST OF DOCUMENTS (if applicable)
<u>TAB B: Environmental and Cultural Protections</u> 1.Dated Regional Map and Dated Local Map OR Dated Aerial Photo with site location drawn directly on current location 2.Location information (county, township, range, section, UTM) 3.Project description	_____ _____ _____
<u>TAB I: Environmental and Cultural Protections</u> 1.Official agency letter or report of determination with maps 2.Materials related to Appendix IV (Delineation and Remediation – Waters of the State) a. Reports, etc. of wetland delineation and isolated wetland classification b.Copy of existing permit and attendant documents regarding state or federal removal/fill permit c. Description of strategy and map of impact of water to development d.Letter of concurrence regarding avoidance strategy from IDEM e. Copy of mitigation proposal and highlighted implementation schedule and estimated costs f. Survey illustrating the boundaries and high water mark for any impacted lakes or streams	_____ _____ _____ _____ _____ _____
<u>TAB L: Transportation Infrastructure</u> 1.Local street map with arrows showing existing (or permissible access points and primary route 2.Explanation if vehicle trips would not be regulated for the site 3.Copies of any applicable local or site-specific regulation plan, study or mitigation plan 4.Executable plan for Railroad access (if applicable) 5. Traffic Impact Study 6.OPTIONAL: Area map or aerial photography with markers for selected destinations and primary routes	_____ _____ _____ _____ _____ _____
<u>TAB N: Public and Private Utilities</u> 1.Formal specification letter from local water company regarding current site connection 2.Formal indication from fire marshal, fire protection district chief or similar authority regarding adequate industry service needs 3.Materials relevant to Appendix VI (Water Supply and System Improvements) a. Copy of acceptable plan to bring sufficient water to site, highlighting timeline, costs, funding sources and local capital programming b.Letter from fire safety authority or equivalent formal evidence regarding adequate existing facilities c. Copy of acceptable plan regarding necessary investments in on-site water facilities to bring sufficient water flow and pressure to site, highlighting timelines, estimated cost, funding sources, and evidence that water source is sufficient	_____ _____ _____ _____ _____ _____

REQUESTED DOCUMENTS WITH COST ESTIMATE (continued) – APPENDIX VII	COST OF DOCUMENTS (if applicable)
<u>TAB N (continued): Public and Private Utilities</u> <ol style="list-style-type: none"> 4. Formal specification letter from sewer system provider about current site connection 5. Any relevant material for Appendix VII (Wastewater Treatment and Sanitary Sewer System Improvements) <ol style="list-style-type: none"> a. Copy of engineering plan to bring sufficient sewage service to site, highlighting timeline, costs, funding sources, and local capital programming b. Copy of engineering plan to make necessary investments in on-site sewage facilities, highlighting timeline, estimated cost, funding sources and evidence that the planned method and facilities are feasible for site 	<hr/>
<u>TAB O and P: Public and Private Utilities</u> <ol style="list-style-type: none"> 1. Formal specification letter from electrical utility representative about current site connections 2. Formal specification letter from gas utility representative about current site connections 3. Formal specification letter from High Speed Internet Access service provider about current site plans at/for site 4. Description of advanced services offered from High Speed Internet Access service provider 5. Materials relevant to Appendix VIII (Energy and High Speed Internet Access Improvements) 	<hr/> <hr/> <hr/> <hr/> <hr/>
<u>TAB Q: Miscellaneous</u> <ol style="list-style-type: none"> 1.Characterization role of volunteers or full-time professionals 2.OPTIONAL: Maps and Materials as it relates to Emergency Services 	<hr/> <hr/>
<u>TAB R: Miscellaneous</u> <ol style="list-style-type: none"> 1.List and descriptions of major employers within 50 miles 2.List of similar-business closures in past two years within 50 miles 	

SUM OF ALL COSTS:

ESTIMATED TIME SPENT ON
ENTIRE APPLICATION:

For Funding Information, please visit: [Toolbox Guide to Development Funds](#)